

## CSC Advising Information and Dates/Deadlines Spring 2020

Hello! Welcome to the beginning of Spring semester! Here are some important information about advising, dates, and deadlines for this semester:

### CSC Major Advising

Do you need to see an adviser this semester? Are you curious as to when your instructor will hold office hours? Please refer to our website on the [Advising](#) page for further information. For Undergraduate Advising click [here](#). For Graduate Advising click [here](#).

All undergraduate advising hours are walk-in and do not require an appointment. Graduate Advising Appointments are scheduled by signing up on the Appointment list in the Department office. You can go to any faculty member for undergraduate advising except the probation/transfer advisers and the graduate adviser.

### CoSE Student Success Center: GE Advising

The CoSE Success Center provides students advising on general education requirements, internship and scholarship opportunities, and assisting with completing your degree in a timely manner. Questions about General Education as well as Graduation Workshops can be answered and scheduled here. The CoSE Student Success Center is available for all CSC students and majors under CoSE. The center is located in SCI 214. Please visit their [website](#) for more information and available walk-in times.

### Senior Graduation Applications & Advising

Seniors who are submitting their Graduation Application for May 2020 must see any of the CS Undergraduate Advisers to have their Graduation Application signed. See the [Undergraduate Advising](#) page for a list of Faculty members who assist with undergraduate advising and their advising hour schedules. Here are the [Steps to Apply for Graduation](#). Please fill out the application thoroughly before meeting with an Undergraduate Adviser. If you have further questions about the graduation application process, please see our [Information for Graduating CS Seniors](#) page. The graduation application form is due on **Friday, February 21<sup>st</sup>**.

**College of Science and Engineering Graduation Workshops:** CoSE Student Success Center will be holding Graduation workshops to help prepare Juniors and Seniors for completing the graduation application. There will be 2 CSC specific Graduation Workshops coming up:

**Th. February 6<sup>th</sup> at 9am in SCI 214**

**Wed. February 12<sup>th</sup> at 11am in SCI 214**

**Mon. February 17<sup>th</sup> at 1pm in SCI 214**

The workshop will help you go over graduation requirements, starting your application and answering any questions you may have. More information can be found on the attached flyer.

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See next page for Important Spring 2020 Dates and Deadlines.

**IMPORTANT SPRING 2020 DATES/DEADLINES:** Please refer to the [Academic Calendar](#) for further information on important dates/deadlines

<b>First Day of Instruction</b> Adding courses with permission numbers begins.	January 27, Monday.
<b>Last day to ADD/DROP/AUDIT</b> deadline for <b>STUDENTS</b> (3 <sup>RD</sup> week) <ul style="list-style-type: none"> <li>• Dropped course will not appear on transcript.</li> <li>• Permission numbers to ADD courses expire &amp; cannot be used after this date.</li> </ul>	February 14, Friday.
<b>Undergraduate Graduation Application deadline for Fall</b>	February 21, Friday.
<b>CR/NC</b> deadline (8 <sup>TH</sup> week) ALL MAJOR COURSES MUST BE TAKEN FOR A LETTER GRADE	March 24, Tuesday.
<b>WITHDRAWAL</b> (serious & compelling justification) <ul style="list-style-type: none"> <li>• Students cannot exceed <u>18 units</u> of withdrawals. Also applies to requests for “retroactive withdrawals”.</li> <li>• If student has <u>withdrawn</u> from a course twice, a third withdrawal is not permitted.</li> <li>• Students must submit a transcript with their request for withdrawal to ensure this maximum is not exceeded.</li> </ul>	February 15, Saturday through <b>April 27, Monday.</b>
<b>WITHDRAWAL</b> (serious& compelling <u>plus documentation</u> ). <ul style="list-style-type: none"> <li>• Above rules apply.</li> <li>• <u>After December 16</u>, no withdrawals permitted.</li> </ul>	April 28, Tuesday through May 14, Thursday.
<b>Instruction Ends</b>	May 15, Friday.
<b>Final Exams</b>	May 18, Monday - May 22, Friday
<b>Commencement</b>	May 22, Friday
<b>Special Dates</b>	
Memorial Day (No classes/Offices closed)	May 25 Monday
Spring 20' Recess (No classes; Campus open)	March 23 Monday – March 27 Friday
Cesar Chavez (No classes/Offices closed)	March 31, Tuesday